

**ENTERPRISE SUSTAINABILITY PROGRAMME (ESP)
DECLARATION FORM FOR COURSE SUBSIDY**

You are receiving this form as your company or organisation (otherwise known as “The Applicant”) has nominated a participant (otherwise known as “The Participant”) to attend a subsidised course offered as part of the Enterprise Sustainability Programme (“ESP”).

Enterprise Singapore co-funds 70% of course fees for the ESP-Sustainability Courses. The subsidy is only applicable to eligible companies and trade associations, up to a maximum of 3 nominated participants for each type of ESP-Sustainability Course¹. In addition, each individual will be supported only once for each type of ESP-Sustainability Course.

Applicants and Participants that are found to be ineligible or fail to complete the course will be **liable to make full payment** for the remaining 70% of course fees to the training provider.

- **ESP-Sustainability Course applied** *Fundamentals of Decarbonisation for Business*
Offered by the Carbon Trust

- **Course type** *Decarbonisation*

- **Name of Participant**
(as per NRIC / passport)

- **NRIC / FIN**
(last 3 digit + last alphabet)

- **Designation of Participant**

- **Company / Organisation Name**
(as listed in ACRA / ROS)

- **UEN**

Company / organisation contact point in the event of enquiries

- **Name**

- **Designation**

- **Email**

- **Contact number**

¹ The types of ESP-Sustainability Courses are: Foundational, Decarbonisation, and Sustainable Finance. Please refer to the ESP website [here](#) for the list of courses under each course type.

DECLARATIONS FOR ELIGIBILITY

1. The Participant is nominated by the Applicant to attend the ESP-Sustainability Course.
2. The Applicant has not nominated more than 3 participants, including the stated Participant, to attend this type of ESP-Sustainability Course.
3. The Participant has not attended another ESP-Sustainability Course of the same type.
4. The Applicant is either:
 - a business entity registered and operating in Singapore; or
 - a trade association (TAC) registered with Registry of Societies (ROS) or Accounting & Corporate Regulatory Authority (ACRA), and defined as a non-profit organisation
5. The requirements for course completion include:
 - Participant's attendance for course
 - Participant to obtain Certificate of Completion (CoC) (issued by training provider)
 - Participant to submit post-course evaluation / survey form (provided by training provider)
6. The Applicant acknowledges that if it is found to be ineligible or fail to complete the course requirements listed in para 5 will be liable to make full payment for the remaining 70% of course fees to the participating training provider. In such an event, the Applicant undertakes to make payment of this amount as required without delay.
7. The Applicant is not currently being/ has not been:
 - a) Investigated for or charged with or convicted for any criminal offence or subject to any criminal proceedings,
 - b) Subject to any disciplinary proceedings or regulatory action by any regulatory or licensing authority, in any jurisdiction in the last 5 years, or
 - c) Engaged in any civil suit or proceedings in any jurisdiction in the last five 5 years.
8. The Applicant is not currently, or has not been:
 - a) bankrupt, wound up or under judicial management,
 - b) subject to any bankruptcy, winding up or judicial management proceedings, or
 - c) appointed a receiver or manager
9. The Applicant has not applied for or obtained any other grants or tax or financial incentives for this course.
10. The Applicant, its related companies or their directors, shareholders and corporate secretaries do not have any relationship, connection, association or dealings with any of the suppliers and service providers engaged in the ESP.
11. The Applicant or any of its shareholders or directors have not been subject to a debarment (by Enterprise Singapore or other agencies) from participating in any Grant Schemes.

CONSENT AND ACKNOWLEDGEMENT

1. The Applicant consents to the release of any information provided in this form, in support of this form or any data that is provided by the Applicant at any time during or after the course or information on any consequential provision of grant, to Enterprise Singapore for the purposes of assessing the Applicant's suitability for their grant or other assistance schemes or for public policy analysis or formulation or public data analytics purposes by Enterprise Singapore, and to Enterprise Singapore's external auditors.
2. The Applicant hereby agrees to and shall provide, through responses to surveys or any other such studies carried out by Enterprise Singapore, relevant information on the course, as and when requested by Enterprise Singapore.

We, the Applicant, declare that the information provided above in this Form and information/documents provided to the training provider are true and correct to the best of our knowledge and that we have not withheld/misrepresented/distorted any material facts.

We understand that the Enterprise Singapore reserves the right to take any necessary action, at its discretion, if we provide false, misrepresented or misleading statements, fail to disclose material facts, or fail to complete the course.

Where relevant, such actions may also require the Applicant to repay the amount originally supported by the grant for the course, to Enterprise Singapore or the training provider engaged for the ESP. In such event, we undertake to make payment of this amount as required without delay.

Endorsed by Applicant's Human Resource or equivalent Training authority

 <hr/> <i>(Signature, date)</i>
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Name: _____

Designation: _____

ANNEX: DOCUMENTS TO BE SUBMITTED TO TRAINING PARTNER

Please prepare and ensure that the documents below are submitted to the training partner at the relevant stages.

At registration stage:

- Applicant's most recent ACRA profile (or screenshot of search result on ROS if applicable)
- Documents showing payment to training partner (e.g. bank statement, bank transaction page reflecting successful status etc.)

At course completion stage:

- Certificate of Completion (CoC) (issued by training provider)
- Post-course evaluation / survey form (provided by training provider)



Consent to Sharing Personal Data with Training Provider: Course Materials

1. The Applicant understands that for the purposes of assessing the Applicant's suitability for their grant or other assistance schemes or for public policy analysis or formulation or public data analytics purposes by Enterprise Singapore, and for the purposes of providing the Participant with the ESP-Sustainability Course, the training provider of the ESP-Sustainability Course, Carbon Trust Singapore Pte Ltd (the "**Training Provider**"), will process the Participant's personal data, and the Applicant undertakes to obtain the Participant's consent to -
 - a. the disclosure of the Participant's personal data by the Training Provider to Enterprise Singapore and/or any other relevant third party service providers, including but not limited to the Training Provider's external auditors; and,
 - b. the processing of the Participant's personal data by the Training Provider,for such purposes.
2. The Applicant consents to the Training Provider using the data shared with the training provider for the purposes of the ESP-Sustainability Course.
3. The Applicant acknowledges that any course materials or related information provided to you for the ESP-Sustainability Course are confidential information of the Training Provider providing the relevant ESP-Sustainability Course. The Applicant agrees that the Applicant will not use or disclose any such confidential information except: (a) as necessary to participate in the ESP-Sustainability Course, (b) as required by applicable law, or (c) where the Training Provider has provided written consent for any such use or disclosure.

Endorsed by Applicant's Human Resource or equivalent Training authority

<hr/> <p><i>(Signature, date)</i></p>

Name: _____

Designation: _____